

**Minutes of Regular Meeting of the Board of Trustees  
Basil Joint Fire District  
May 21<sup>st</sup> 2009**

1. **Call to order**--Meeting was called to order with the pledge to the flag at 7:00 p.m.
2. **Roll Call**-- The Clerk called the roll. Present were Board members Billy Phillips, Rick Miller, Judy Landis, Nancy Montell, Chief Rob Cooley and Clerk Stephan Monroe. Fred Reedy and Ms. Montell were absent.
3. **Approve minutes**-
  - 3.1. Motion by Mr. Miller, second by Ms. Landis to approve the April 16<sup>th</sup> minutes as presented. Motion carried with unanimous 3-0 vote.
4. **Visitors present**: No one from the general public was present. Asst. Chief Farmer was present.
5. **Finance Review**- (see attached) The Clerk reviewed with the Board the financial report with the Board.
  - 5.1. Clerk Monroe advised that account 10A10F is in need of funds. Motion by Mr. Miller second by Ms. Landis to transfer \$5,000 from 10A08A (Expendable Equipment –Fire) to 10A10F (R& M Buildings) Motion passed by 3-0 yes vote.
  - 5.2. Purchase Order review- The following purchase orders will be closed; PO 80173, PO90045, and PO90088.
  - 5.3. CD maturing at FNB- Clerk Monroe presented the Board with three options from local banks. Motion by Ms. Landis to obtain a \$500,000 CD from Fairfield National Bank at 1.98% interest 8 month – no penalty. Mr. Miller seconded the motion. Motion passed by 3-0 yes vote.
  - 5.4. The bank reconciliation report for April was available for review by the Board members present.
6. **Purchase Requests**
  - 6.1. **Requisitions**-Chief Cooley then presented 3 request for approval.(attached). It was noted that the third request (for Medic reimbursement) already had an open PO. This request was to allow the reimbursement. (Mr. Gottke is now a full time employee and the reimbursement policy was to cover part time/volunteer)
    - 6.1.1. Motion to approve the two requests for purchase (Engine Co. Ops training and OFC Conference) by Ms. Landis, second by Mr. Miller. Motion passed by 3-0 vote.
    - 6.1.2. Motion by Mr. Miller, second by Ms. Landis to approve the reimbursement to Bill Gottke for the balance of his Medic training cost. Motion passed by 3-0 vote.
  - 6.2. **Emergency Repairs**-No action needed.
7. **Bills for approval** –Clerk Monroe presented pending warrants 40206 thru-40239 (list attached) for approval. In addition 5 were added for approval. (Brooks Heating and Cooling, Bill Gottke, Detroit Industrial Tool, MasterCard, and Chris Smith) It was noted that the check to Chris Smith is to reimburse him for Urgent Care expenses following injury at a fire scene that was denied by Workers Compensation. Judy Landis inquired

